



### **Recipients Rights Officer (Part-time)**

Kalamazoo Community Mental Health and Substance Abuse Services has an exciting opportunity for an individual of diverse racial, ethnic, and cultural backgrounds to work as a part-time (20 hrs/wk) Recipient Rights Officer. The successful candidate will initiate and complete investigations and interventions in compliance with the Michigan Mental Health Code and MDHHS Administrative Rules, as well as other applicable state and federal laws, rules, policies and procedures. This position however, will mainly be also responsible for training new staff in Recipient Rights and conducting site monitoring visits, as well as other duties as assigned.

Bachelor's degree required preferably in the human services field, or in an unrelated field with a minimum of two years experience in working with mental health recipients in a Community Mental Health or Licensed Private Hospital/Unit setting. Previous investigation experience is desired. Valid Michigan Driver's License required.

We offer competitive compensation and fringe benefits, including medical, vision and dental insurance; disability and workers compensation insurance; Paid Time Off, paid holidays, continuing education, retirement plan and deferred compensation plan.

Individuals of diverse racial, ethnic, and cultural backgrounds along with bilingual candidates are encouraged to apply. KCMHSAS is an equal opportunity employer that encourages diversity and inclusion among its workforce. We strive to empower people to succeed.

Apply online at [www.kazoocmh.org/careers](http://www.kazoocmh.org/careers)

### **Physical Requirements / Working Conditions:**

**Physical Efforts** – Job demands include prolonged sitting and standing as appropriate. May occasionally require light lifting up to 25 pounds, stooping, kneeling, crouching, or bending as appropriate. Requires coordination of hands and/or eye/hand/foot.

**Working Conditions** – Office environment with noise from computers, copy machine, and telephones. Use of video display terminal (VDT) for periods in excess of 30 minutes at a time. Possible eyestrain from extended periods of viewing VDT. May be exposed to bloodborne pathogens, infectious diseases, and parasites. Travel is required throughout the Kalamazoo area and occasionally elsewhere in the State.